

## **RECYCLING TECHNICIAN**

**General Statement of Duties:** Performs skilled work in the comprehensive city-wide Solid Waste Management Program; does related work as required.

**Distinguishing Features of the Class:** An employee in this class is responsible for the implementation of the city's solid waste management programs developed in accordance with the rules and regulations of the State of Iowa. Under general direction, employee must utilize initiative and good professional judgment while maintaining good public relations. The work of this class is distinguished from Recycling Aide by the formal education required and the fact that incumbents have responsibility for implementing various recycling programs.

### **Areas of Accountability:**

1. Extract samples from on-site monitoring wells.
  - Records data
  - Disposes captured product in a proper manner.
2. Implements of Regional Collection Center (RCC). (Permanent Household Hazardous Waste Collection Program)
  - Remove household hazardous product from vehicles with product weighing as much as 60 pounds.
  - Categorizes incoming chemicals.
  - Lab Packs product in 50 gallon drums.
  - Labels containers.
  - Prepares manifest.
3. Runs Paint Swap "N" Drop Program
  - Removes paint/paint products from vehicles with products that weigh as much as 50 pounds.
  - Categorizes paint products as to latex or oil based; interior or exterior.
  - Shelves paint that is in good condition.
  - Separates paint products by color.
  - Operates paint can crusher to bulk paint into 50 gallon drums.
4. Implements Waste Oil Program
  - Removes used oil containers from residential vehicles with product weighing as much as 40 pounds.
  - Checks product for contamination; places product into waste oil tank.
  - Develops knowledge on proper usage and maintenance of waste oil burner.

#### 5. Implements Used Tire Program

- Removes used tires from residential vehicles with tires weighing as much as 60 pounds.
- Removes rims with rim crusher.
- Stacks tires in semi-trailer.

#### 6. Implements Lead Acid Battery Program

- Removes lead acid batteries from residential vehicles with used batteries weighing as much as 40 pounds.
- Places batteries on pallets.

#### 7. Implements Appliance Program

- Unloads appliances from residential vehicles with appliance dolly or skid loader.
- Loads appliances that have had Freon and capacitors removed into container with skid loader.
- Removes and captures Freon with Freon recycling equipment.

#### 8. Implements Drop-off Recycling Program

- Weighs containers/loads of recyclables.
- Sorts recyclables according to commodity, grade and type.
- Operates conveyor and horizontal baler.
- Loads and stacks baled material with skid loader/forklift.
- Loads recycling drop containers with aid of straight truck and hook lift.

#### 9. Implements Animal Bedding Program

- Sorts newsprint according to grade.
- Operates conveyor, shredder and baler.
- Stacks 60 pound bales.
- Loads bales onto customer's vehicle.

#### 10. Implements Tree Grinding Operation.

- Operates chain saw.
- Pushes tree debris up to tub grinder with loader.
- Loads mulch with loader into customer's vehicle.

#### 11. Implements Construction and Demolition Program

- Source separates useable wood, metal and other recyclables from non-recyclable materials.
- Loads non-recyclable material into containers with skid loader and/or loader.

12. Mows grounds utilizing small tractor with bush hog mower, garden tractor mower, push mower and motorized trimmer.
13. Maintains records such as daily logs, financial records of daily receipts, and records of licensing.
14. Establishes and maintains proper public relations and education.
  - Presents programs and tours to schools, churches, business and service groups.
  - Works with schools on environmental curriculum.
  - Writes press releases, advertisements and promotional pieces for City Programs.
15. Assists in setting and attaining division goals.
16. Performs other duties as assigned.

**Required Knowledge, Skills and Abilities:** Basic knowledge of principles, methods, goals and objectives of solid waste management programs; basic knowledge of equipment, materials, and facility care and maintenance; ability to communicate effectively, both orally and in writing; ability to plan, organize, and coordinate activities included within the solid waste management programs.

**Acceptable Experience and Training:** Prefer graduation from an accredited 4 year college with major course work in chemistry, biology or related field; or any combination of education and experience which provide the required knowledge, skills and abilities. Must have a valid Iowa Driver's License with ability to obtain Class B Commercial Driver's License within six months of hiring.